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REPORT OF THE COMPTROLLER GENERAL OF THE UNITED STATES  
ALONG WITH THE REPORT OF THE COMMISSION ON THE ORGANIZATION  
OF THE OFFICE OF LEGISLATIVE COUNSEL, A REPORT OF THE COMMISSION  
BY THE DISTRICT COURT, PUBLIC HEALTH SERVICE, 1969



RELEASED

# Examination Of Records Of The Finance Office Fiscal Year 1969

B-114864

House of Representatives

*BY THE COMPTROLLER GENERAL  
OF THE UNITED STATES*

APR 13 1970

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COMPTROLLER GENERAL OF THE UNITED STATES  
WASHINGTON, D.C. 20548

B-114864

Dear Mr. Jennings:

The accompanying report summarizes the results of our examination of records of the Finance Office, House of Representatives, for the fiscal year ended June 30, 1969.

A copy of this report is being sent to the Chairman of the Committee on House Administration.

Sincerely yours,

A handwritten signature in cursive script that reads "James B. Stacks".

Comptroller General  
of the United States

The Honorable W. Pat Jennings  
Clerk of the House of Representatives

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COMPTROLLER GENERAL'S  
REPORT TO THE CLERK  
OF THE HOUSE OF  
REPRESENTATIVES

EXAMINATION OF RECORDS OF THE FINANCE  
OFFICE, HOUSE OF REPRESENTATIVES, FISCAL  
YEAR 1969 B-114864

D I G E S T

WHY THE EXAMINATION WAS MADE

The General Accounting Office (GAO) made an examination of the records of the Finance Office, House of Representatives, at the request of the Clerk of the House of Representatives.

FINDINGS AND CONCLUSIONS

In GAO's opinion the financial statements (schedules 1 through 6), which were prepared on a basis consistent with that of the preceding year and in accordance with the accounting practice described on page 7, present fairly the accountability of the Clerk of the House for appropriated and other funds at June 30, 1969, and the status of the individual appropriations and other funds at that date.

GAO found errors in the posting of member's telegraph and telephone usage to the allowance limitation records. Finance Office officials agreed to give greater attention to the maintenance of these records. (See p. 5.)

## INTRODUCTION

The General Accounting Office has made an examination of the records of the FINANCE OFFICE OF THE HOUSE OF REPRESENTATIVES for fiscal year 1969, pursuant to the request of the Clerk of the House. (See app.)

The Clerk of the House is the principal fiscal officer of the House of Representatives. He disburses the funds appropriated for the expenses of the House of Representatives, other than those for salaries and mileage of members and the expense allowance of the Speaker, which are disbursed by the Sergeant at Arms. The Clerk makes disbursements on the basis of certifications by appropriate members and, in certain instances, by appropriate officers of the House of Representatives. The financial records are kept in accordance with long-standing procedures of the Finance Office.

Our examination of records of the Finance Office of the House of Representatives for fiscal year 1969 was undertaken to verify the financial accountability of the Clerk of the House at June 30, 1969. We (1) reviewed Federal laws relating to payments of salaries and other expenses of the House and (2) examined, on a test basis, into the records and financial transactions for the required certifications and approvals and (3) included such auditing procedures as we considered appropriate.

### ACCOUNTABILITY FOR APPROPRIATIONS AND FUNDS

At June 30, 1969, the unexpended funds for which the Clerk of the House was accountable amounted to \$8,134,834. A statement of the accountability of the Clerk of the House for the fiscal year ended June 30, 1969, as shown in the accounts of the Finance Office, is presented as schedule 1 and is summarized as follows:

Unexpended balance, July 1, 1968	\$10,624,353
Appropriation and other receipts (note a)	<u>86,963,737</u>
Total funds available	97,588,090
Expenditures and transfers	<u>89,453,256</u>
Unexpended balance, June 30, 1969	<u>\$ 8,134,834</u>

<sup>a</sup>Includes \$4,131,025 in Second Supplemental Appropriation Act, 1969 Public Law 91-47 approved July 22, 1969.

A statement showing, for each appropriation and fund, the total amount available, the net expenditures and transfers during the period, and the unexpended balance at June 30, 1969, is presented as schedule 2.

Comments relative to disbursements for salaries, expenses, of special and select committees, miscellaneous items, and allowance limitations are presented in the following sections.

#### DISBURSEMENTS FOR SALARIES

The majority of disbursements are for payment of members' clerk hire and the salaries of officers and employees of the House. The payrolls are prepared on the basis of designations and appointments by the committee chairmen and officers and members of the House. Individual time and attendance is not reported to the Finance Office, and salary payments continue until a notice to terminate is received. Any payroll changes as a result of increased or decreased deductions requested by employees, appointments, terminations, and so forth are recorded on pay change work sheets from original documents in the Finance Office. The work sheets are then forwarded to the Data Processing Office for payroll purposes. The special and select committee chairmen and the elected officers of the House certify the correctness of the payrolls covering the salaries of their respective employees, whereas the standing committee chairmen and members do not. Payrolls not certified are signed by the Clerk of the House on the basis of the approved appointments.

## EXPENSES OF SPECIAL AND SELECT COMMITTEES

The expenses of special and select committees of the House of Representatives are authorized and limited by House resolutions. The authorization to incur expenses within the specified limitation covers each session of the Congress unless otherwise provided in the authorizing resolution. Funds to pay these expenses are appropriated on a fiscal year basis. Generally, expenses incurred during a given fiscal year are paid from the appropriation applicable to that year.

The expenses of special and select committees paid during the fiscal year ended June 30, 1969, amounted to \$4,847,963 and were authorized by the:

Ninetieth Congress	\$2,514,352
Ninety-first Congress	<u>2,333,611</u>
Total	<u>\$4,847,963</u>

Statements of authorizations, disbursements, and unexpended balances for special and select committees of both the Ninetieth and Ninety-first Congresses are presented in schedule 3 and schedule 4, respectively. These schedules show the authorizations and disbursements through June 30, 1969, while schedule 2 shows the fiscal year 1969 transactions in the appropriation accounts of the fiscal years indicated; thus the figures presented are for different periods of time.

## MISCELLANEOUS ITEMS

Amounts appropriated for miscellaneous items of the House are available for necessary expenses not specifically provided for in other appropriations. In fiscal year 1969 there were 30 classifications of miscellaneous items as compared to 32 classifications in fiscal year 1968.

The funds appropriated for miscellaneous items for fiscal years 1968 and 1969 and the disbursements made from such funds are presented as schedules 5 and 6 and are summarized below.

	<u>1968</u>	<u>1969</u>
Appropriations:		
Annual appropriation	\$7,550,000	\$8,000,000
Transferred to Stationery Revolving Fund (Prorated allowance for new members pursuant to 2 U.S.C. 46-2)	-2,750	-7,000
Transferred to Postage Stamp Account (1) pursuant to H. Res. 1003, 90th Cong., and (2) basic allowance for a new standing committee	<u>-91,840</u>	<u>-</u>
Amount available	<u>7,455,410</u>	<u>7,993,000</u>
Net disbursements:		
Fiscal year 1968	6,741,302	-
"      "   1969	<u>505,391</u>	<u>6,434,524</u>
Total	<u>7,246,693</u>	<u>6,434,524</u>
Unexpended balance, June 30, 1969	\$ <u>208,717</u>	\$ <u>1,558,476</u>

#### ALLOWANCE LIMITATION RECORDS

Member's allowances are established by law and are funded on a fiscal year basis through either specific appropriation or the Miscellaneous Items appropriation. In fiscal year 1969 approximately 15 percent of the total net disbursements, excluding specific salary appropriations, made by the Finance Office, were expended for these allowances. Because of the large dollar amount involved, about \$4,700,000, and the errors which were noted during our review, we believe that the Finance Office should give greater attention to the maintenance of allowance limitation records. An example of the errors noted is presented below.

#### Telegraph and telephone

A telegraph and telephone allowance of 70,000 units is authorized for each member of the House for one session. Units are charged against a member's allowance at the rate of 4 units for each minute of a long distance call and one

unit for each word of a telegram. During our review we found that as of December 17, 1969, 13 members were allowed to exceed their allowance in the total amount of 69,000 units (\$7,150) because of posting errors to the allowance limitation records.

Reimbursements for personal calls and telegrams are required from members. Of 27 reimbursements (certificates of deposit), 16 had not been properly posted to the allowance limitation records.

Finance Office officials agreed to give greater attention to the maintenance of the allowance limitation records.

## OPINION OF FINANCIAL STATEMENTS

The accompanying financial statements were prepared by us from the records of the Finance Office, House of Representatives, which are maintained on the cash basis in accordance with the long-standing procedures of the House Finance Office.

In our opinion, the accompanying financial statements, schedules 1 through 6, which were prepared on a basis consistent with that of the preceding year and in accordance with the accounting practice described above, present fairly the accountability of the Clerk of the House for appropriated and other funds at June 30, 1969, and the status of the individual appropriations and other funds at that date.



**FINANCIAL STATEMENTS**

SCHEDULE 1

THE FINANCE OFFICE

HOUSE OF REPRESENTATIVES

STATEMENT OF ACCOUNTABILITY FOR APPROPRIATIONS AND OTHER FUNDS

FISCAL YEAR ENDED JUNE 30, 1969

UNEXPENDED BALANCE, JULY 1, 1968			\$10,624,352.93
APPROPRIATIONS AND RECEIPTS:			
Current appropriations		\$86,269,310.00 <sup>a</sup>	
Revolving funds receipts:			
Stationery Revolving Fund	\$ 534,483.72		
House Recording Studio Revolving Fund	<u>89,061.13</u>	623,544.85	
Proceeds from sale of mis- cellaneous items to be deposited in general fund of the Treasury		<u>70,881.92</u>	<u>86,963,736.77</u>
Total funds avail- able			97,588,089.70
EXPENDITURES AND TRANSFERS:			
Disbursements for salaries and other expenses	86,252,187.05		
Less refunds and canceled checks	<u>39,996.99</u>	86,212,190.06	
Transfers:			
Lapsed appropriations transferred to the general fund of the Treasury	3,170,183.33		
Deposited in general fund of the Treasury	<u>70,881.92</u>	<u>3,241,065.25</u>	<u>89,453,255.31</u>
UNEXPENDED BALANCE, JUNE 30, 1969 (schedule 2)			<u>\$ 8,134,834.39</u>

<sup>a</sup>Includes \$4,131,025 in Second Supplemental Appropriation Act, 1969, Public Law 91-47 approved July 22, 1969.

THE FINANCE OFFICE  
HOUSE OF REPRESENTATIVES  
STATEMENT OF APPROPRIATIONS AND FUNDS  
FISCAL YEAR ENDED JUNE 30, 1969

Fund symbol	Purpose	Fiscal year	Funds available (note a)	Net disbursements	Transfers (note b)	Unexpended balance June 30, 1969
0070410	Salaries, officers and employees	1967	\$ 578,591.45	\$ -	\$ 578,591.45	\$ -
0080410	do.	1968	437,720.70	21,435.93	-	416,284.77
0090410	do.	1969	15,159,405.00	14,659,212.24	-	500,192.76
0070415	Clerk hire, members and delegates	1967	701,132.04	-	701,132.04	-
0080415	do.	1968	1,412.97	-663.85 <sup>c</sup>	-	2,076.32
0090415	do.	1969	41,097,500.00	41,079,443.60	-	18,056.40
0070425	Attending physician	1967	94.43	-	94.43	-
0080425	do.	1968	12,761.72	12,761.72	-	-
0090425	do.	1969	133,012.75	49,400.45	-	83,612.30
0070431	Miscellaneous items	1967	753,571.22	233,362.10	525,209.12	-
0080431	do. (schedule 5)	1968	714,108.20	505,390.89	-	208,717.31
0090431	do. (schedule 6)	1969	7,993,000.00	6,434,523.71	-	1,558,476.29
0070432	Reporting hearings	1967	51,265.90	-	51,265.90	-
0080432	do.	1968	89,601.05	55,633.05	-	33,968.00
0090432	do.	1969	291,000.00	103,662.90	-	187,337.10
0070433	Special and select committees	1967	439,476.28	-84.00 <sup>c</sup>	439,560.28	-
0080433	do.	1968	445,661.60	48,373.29	-	397,288.31
0090433	do.	1969	4,950,000.00	4,799,589.88	-	150,410.12
0070434	Telegraph and telephone	1967	550,753.22	8,916.72	541,836.50	-
0080434	do.	1968	1,677,568.68	607,681.76	-	1,069,886.92
0090434	do.	1969	3,500,000.00	2,592,241.25	-	807,758.75
0070435	Revision of laws	1967	30.41	-	30.41	-
0080435	do.	1968	1,962.35	1,863.37	-	98.98
0090435	do.	1969	30,750.00	28,897.34	-	1,852.66
0070439	Postage stamps	1967	771.94	-	771.94	-
0080439	do. (note d)	1968	138,783.90	134,176.41	-	4,607.49
0090439	do. (note e)	1969	320,390.00	161,631.50	-	158,708.50
00X0441	Furniture	No year	1,721,147.50	1,465,856.09	-	255,291.41
0080441	do.	1968	170,913.84	147,615.30	-	23,298.54
0090441	do.	1969	250,000.00	146,451.14	-	103,548.86
0070450	Coordinator of Information	1967	7,613.68	-	7,613.68	-
0080450	do.	1968	1,473.22	-	-	1,479.22
0070460	Joint Committee on Internal Revenue Taxation	1967	28,882.18	8.60	28,373.58	-
0080460	do.	1968	35,400.95	46.70	-	35,354.26
0090460	do.	1969	531,905.00	496,208.00	-	35,697.00
0070462	Joint Committee on Immigration and Nationality Policy	1967	13,602.23	-	13,602.23	-
0080463	do.	1968	6,332.61	-	6,332.61	-
0090463	do.	1969	5,855.27	84.95	-	5,770.32
0070470	Speakers Automobile	1967	107,950.00	85,858.31	-	22,091.69
0080470	do.	1968	597.57	-	597.57	-
0090470	do.	1969	1,211.77	599.02	-	612.75
0070471	Majority Leader's Automobile	1967	14,250.00	12,937.21	-	1,312.79
0080471	do.	1968	910.68	-	910.68	-
0090471	do.	1969	979.35	571.61	-	407.74
0070472	Minority Leader's Automobile	1967	14,250.00	13,108.89	-	1,141.11
0080472	do.	1968	194.17	-	194.17	-
0090472	do.	1969	349.19	900.15	-	49.04
0070474	Capitol Police Board	1967	14,250.00	13,315.05	-	934.95
0080474	do.	1968	273,559.94	-	273,559.99	-
0090474	do.	1969	563,503.24	348,468.44	-	215,039.80
0070476	Uniforms and Equipment--Capitol Police	1967	300,000.00	172,929.69	-	727,070.31
0080476	do.	1968	6.75	-	6.75	-
0090476	do.	1969	228.13	-	-	228.13
0090499	Statement of appropriations	1969	134,000.00	85,808.59	-	48,191.41
0073904	Consolidated Working Fund	1967	6,500.00	6,500.00	-	-
0083904	do.	1968	13,137.16	-	-	13,137.16
0093904	do.	1969	3,500.00	1,210.32	-	2,289.68
0090820	Education of Pages	1969	-	-3,693.10 <sup>c</sup>	-	3,693.10
008/90825	Official mail costs	1968-69	113,160.00	113,150.00	-	-
00X4004	House Recording Studio Revolving Fund	No year	9,473,000.00	9,473,000.00	-	-
00X0440	Stationery Revolving Fund	do.	237,514.11	47,427.76	-	190,086.35
00X0442	Preparation of new edition of D.C. Code	do.	2,640,370.76	1,837,339.51	-	803,031.25
00X0437	" " " " U.S. "	do.	89,574.18	54,319.71	-	35,254.47
		do.	65,147.43	54,657.86	-	10,489.57
	Miscellaneous receipts:					
	Sale of transcripts of hearings		1,877.20	-	1,877.20	-
	" " wastepaper		10,906.00	-	-	10,906.00
	" " surplus property		52,348.72	-	52,348.72	-
	Other		5,750.00	-	5,750.00	-
	<b>Total</b>		<b>\$97,588,089.70</b>	<b>\$86,212,190.06</b>	<b>\$3,241,065.25</b>	<b>\$8,134,834.39</b>

<sup>a</sup> Includes transfers between appropriations and funds. Includes \$4,131,025 in Second Supplemental Appropriation Act, 1969, Public Law 91-47 approved July 22, 1969.

<sup>b</sup> Consists of \$3,170,183.33 of lapsed appropriations and \$70,881.92 of miscellaneous receipts.

<sup>c</sup> Represents refunds of expenditures made in prior periods.

<sup>d</sup> The 1968 postage appropriation expired on January 2, 1969.

<sup>e</sup> The 1969 postage appropriation expires upon the convening of the 2d sess., 91st Cong.

THE FINANCE OFFICE

HOUSE OF REPRESENTATIVES

STATEMENT OF AUTHORIZATIONS AND DISBURSEMENTS  
FOR SPECIAL AND SELECT COMMITTEES, NINETIETH CONGRESS

JANUARY 10, 1967, THROUGH JUNE 30, 1969

<u>Parent committee</u>	<u>Authorizations</u>		
	<u>1967</u>	<u>1968</u>	<u>Total</u>
Agriculture	\$ 100,000.00	\$ 40,000.00	\$ 140,000.00
Armed Services	150,000.00	150,000.00	300,000.00
Banking and Currency	450,000.00	475,000.00	925,000.00
Campaign Expenditures	-	50,000.00	50,000.00
District of Columbia	50,000.00	50,000.00	100,000.00
Education and Labor	504,000.00	554,400.00	1,058,400.00
Foreign Affairs	175,000.00	60,000.00	235,000.00
Government Operations	725,000.00	775,000.00	1,500,000.00
House Administration	50,000.00	-	50,000.00
Interior and Insular Affairs	100,000.00	80,000.00	180,000.00
Interstate and Foreign Commerce	395,000.00	325,000.00	720,000.00
Judiciary	250,000.00	250,000.00	500,000.00
Merchant Marine and Fisheries	115,000.00	155,000.00	270,000.00
Post Office and Civil Service	284,000.00	311,000.00	595,000.00
Public Works	460,000.00	550,000.00	1,010,000.00
Rules	5,000.00	-	5,000.00
Science and Astronautics	250,000.00	300,000.00	550,000.00
Small Business	350,000.00	365,000.00	715,000.00
Standards and Conduct	-	10,000.00	10,000.00
Un-American Activities	350,000.00	375,000.00	725,000.00
Veterans' Affairs	100,000.00	75,000.00	175,000.00
Ways and Means	50,000.00	-	50,000.00
Special committees:			
Funerals of deceased members	3,089.04	1,644.84	9,573.23 <sup>a</sup>
"Adam C. Powell" investigation pursuant to H. Res. 1	25,000.00	-	25,000.00
Total	\$4,941,089.04	\$4,952,044.84	\$9,897,973.23 <sup>a</sup>

<sup>a</sup>Includes \$4,839.35 expended during fiscal year 1969 for funerals of deceased members during the 90th Congress.

<u>Disbursements</u>				<u>Unexpended balance June 30, 1969</u>
<u>1967</u>	<u>1968</u>	<u>1969</u>	<u>Total</u>	
\$ 28,497.44	\$ 52,926.98	\$ 25,807.68	\$ 107,232.10	\$ 32,767.90
63,961.37	144,680.24	75,060.02	283,701.63	16,298.37
174,010.50	445,849.29	261,804.97	881,664.76	43,335.24
-	-	36,556.06	36,556.06	13,443.94
8,799.05	45,349.41	27,278.44	81,426.90	18,573.10
196,096.65	463,957.93	285,635.62	945,690.20	112,709.80
38,754.31	113,582.92	70,407.85	222,745.08	12,254.92
332,881.87	755,526.02	378,112.87	1,466,520.76	33,479.24
6,656.63	12,529.81	1,805.87	20,992.31	29,007.69
28,172.32	95,056.71	43,417.41	166,646.44	13,353.56
97,476.50	318,067.36	184,069.06	599,612.92	120,387.08
119,031.83	182,883.94	100,197.79	402,113.56	97,886.44
49,257.15	108,738.31	51,383.03	209,378.49	60,621.51
114,293.62	262,886.40	151,171.94	528,351.96	66,648.04
197,441.04	443,392.26	247,561.23	888,394.53	121,605.47
-	1,827.23	1,947.66	3,774.89	1,225.11
118,720.38	243,528.73	178,783.25	541,032.36	8,967.64
144,957.44	312,684.57	172,491.62	630,133.63	84,866.37
-	3,006.59	739.80	3,746.39	6,253.61
166,130.19	342,221.26	177,487.78	685,839.23	39,160.77
30,553.99	71,462.12	33,647.66	135,663.77	39,336.23
1,768.13	5,283.76	4,145.07	11,196.96	38,803.04
3,089.04	1,644.84	4,839.35	9,573.23	-
<u>18,982.73</u>	<u>150.65</u>	<u>-</u>	<u>19,133.38</u>	<u>5,866.62</u>
<u>\$1,939,532.18</u>	<u>\$4,427,237.33</u>	<u>\$2,514,352.03</u>	<u>\$8,881,121.54</u>	<u>\$1,016,851.69</u>

SCHEDULE 4

THE FINANCE OFFICE

HOUSE OF REPRESENTATIVES

STATEMENT OF AUTHORIZATIONS AND DISBURSEMENTS

FOR SPECIAL AND SELECT COMMITTEES, NINETY-FIRST CONGRESS

JANUARY 3, 1969, THROUGH JUNE 30, 1969

<u>Parent committee</u>	<u>Authorizations</u>	<u>Disbursements</u>	<u>Unexpended balance June 30, 1969</u>
Agriculture	\$ 100,000.00	\$ 32,163.62	\$ 67,836.38
Armed Services	175,000.00	60,066.65	114,933.35
Banking and Currency	692,500.00	241,985.46	450,514.54
Crime	375,000.00	17,655.90	357,344.10
District of Columbia	100,000.00	13,964.72	86,035.28
Education and Labor	769,600.00	271,281.02	498,318.98
Foreign Affairs	200,000.00	62,520.50	137,479.50
Government Operations	850,000.00	377,436.27	472,563.73
House Administration	300,000.00	16,662.34	283,337.66
Interior and Insular Affairs	115,000.00	25,986.57	89,013.43
Internal Security	400,000.00	160,861.01	239,138.99
Interstate and Foreign Commerce	595,000.00	177,593.49	417,406.51
Judiciary	250,000.00	102,312.22	147,687.78
Merchant Marine and Fisheries	135,000.00	49,914.65	85,085.35
Post Office and Civil Service	412,000.00	147,336.34	264,663.66
Public Works	486,000.00	229,500.21	256,499.79
Rules	5,000.00	917.64	4,082.36
Science and Astronautics	350,000.00	104,958.56	209,041.44
Small Business	350,000.00	162,450.93	187,549.07
Standards and Conduct	20,000.00	170.30	19,829.70
Veterans' Affairs	150,000.00	37,581.50	112,418.50
Ways and Means	50,000.00	1,866.38	48,133.62
Special committees:			
Funerals of deceased members	<u>2,424.86</u>	<u>2,424.86</u>	<u>-</u>
<b>Total</b>	<b><u>\$6,882,524.86</u></b>	<b><u>\$2,333,611.14</u></b>	<b><u>\$4,548,913.72</u></b>

SCHEDULE 5

THE FINANCE OFFICE

HOUSE OF REPRESENTATIVES

SCHEDULE OF CONTINGENT EXPENSES OF THE HOUSE--MISCELLANEOUS ITEMS

FISCAL YEAR 1968 APPROPRIATIONS

	Disbursed		Total
	<u>fiscal year ended June 30</u>		
	<u>1968</u>	<u>1969</u>	
AVAILABILITY OF FUNDS:			
Appropriation (note a)			\$7,550,000.00
Transferred to Stationery Revolving Fund			-2,750.00
" " Postage Stamp Account			-91,840.00
" " Clerk Hire			-265,000.00
" from Clerk Hire			<u>265,000.00</u>
Total funds available			<u>7,455,410.00</u>

FUNDS DISBURSED:

<u>Item number</u>				
1	Cleaning materials, supplies, towels, paper cups, soap, and sundry items	\$ 88,980.32	\$ 11,325.90	\$ 100,806.22 <sup>b</sup>
2	Photostats and identification cards	2,371.50	312.39	2,683.89
3	Official blank checks (Clerk and Sergeant at Arms)	3,982.38	-	3,982.38
4	Special office equipment, maintenance and repairs	72,135.58	6,973.06	79,108.64
5	News services, judicial books, tax pamphlets, etc.	169,349.16	11,769.50	181,118.66
6	Newspapers (members' lobby)	1,582.81	32.10	1,614.91
9	Ice	1,077.00	-	1,077.00
10	Laundry	37,586.34	3,318.31	40,904.65
11	Gratuities	90,376.20	10,249.63	100,625.83
12	Miscellaneous payroll (H. Res.)	789,574.18	-	789,574.18
13	Materials and equipment for folding	40,887.73	3,064.17	43,951.90
14	Premiums on official bonds	132.00	-	132.00
15	House restaurant	260,000.00	-	260,000.00
16	Clerk's motor vehicles	998.24	432.34	1,430.58
17	Post Office motor vehicles	616.66	39.13	655.79
18	Publications distribution service motortruck	18.57	2.49	21.06
19	Hire of automobile, Sergeant at Arms	300.00	300.00	600.00
20	Stationery	56,731.69	7,251.03	63,982.72
21	Electrical and mechanical equipment	393,186.94	56,825.33	450,012.27
22	Service on electrical and mechanical equipment	99,434.85	25,182.21	124,617.06
23	Rental of home district office space, members of Congress	390,819.98	39,334.03	430,154.01
24	Official expenses of members, outside the District of Columbia	351,409.83	137,040.45	488,450.28
25	Insurance, Government contribution	183,940.24	-	183,940.24
26	Retirement, Government contribution	2,474,790.06	-	2,474,790.06
28	Health benefits, Government contribution	266,021.11	-	266,021.11
29	Receptions for members of interparliamentary institutions	879.77	37.50	917.27
30	Members' transportation expense	643,235.73	81,880.11	725,115.84
31	Employees' transportation expense	111,691.73	13,300.66	124,992.39
32	District telephone expense	<u>209,191.20</u>	<u>96,220.55</u>	<u>305,411.75</u>
	Total funds disbursed	<u>\$6,741,301.80</u>	<u>\$ 505,390.89</u>	<u>7,246,692.69</u>
	UNEXPENDED BALANCE, JUNE 30, 1969			<u>\$ 208,717.31</u>

<sup>a</sup>\$1,150,000 appropriated under Public Law 90-38, June 30, 1967; \$5,750,000 appropriated under Public Law 90-57, July 28, 1967; \$650,000 appropriated under Public Law 90-392, July 9, 1968 (H.R. 17734, passed by the House June 11, 1968).

<sup>b</sup>Includes reduction by repayment of \$9,000 of \$15,000 disbursed for the Select Committee on the House Beauty Shop pursuant to H. Res. 1000, 90th Cong.

SCHEDULE 6

THE FINANCE OFFICE

HOUSE OF REPRESENTATIVES

SCHEDULE OF CONTINGENT EXPENSES OF THE HOUSE---MISCELLANEOUS ITEMS

FISCAL YEAR 1969 APPROPRIATIONS

	Fiscal year ended <u>June 30, 1969</u>
AVAILABILITY OF FUNDS:	
Appropriations (note a)	\$8,000,000.00
Transferred to Stationery Revolving Fund	<u>-7,000.00</u>
Total funds available	<u>7,993,000.00</u>
FUNDS DISBURSED:	
<u>Item</u>	
<u>number</u>	
1 Cleaning materials, supplies, towels, paper cups, soap, and sundry items	213,207.98
2 Photostats and identification cards	2,841.51
3 Official blank checks (Clerk and Sergeant at Arms)	1,037.40
4 Special office equipment, maintenance and repairs	48,533.40
5 News service, judicial books, tax pamphlets, etc.	74,650.22
6 Newspapers (members' lobby)	3,466.06
7 Ice	160.00
8 Laundry	35,162.62
9 Gratuities	160,996.94
10 Miscellaneous payroll (H. Res.)	348,274.32
11 Materials and equipment for folding	36,872.22
12 Premiums on official bonds	4,129.00
13 House restaurant	175,000.00
14 Clerk's motor vehicles	926.82
15 Post Office motor vehicles	2,455.13
16 Publications distribution service motortruck	100.86
17 Hire of automobile, Sergeant at Arms	300.00
18 Stationery	65,674.64
19 Electrical and mechanical equipment	295,468.44
20 Service on electrical and mechanical equipment	58,581.56
21 Rental of home district office space, members of Congress	407,225.67
22 Official expenses of members, outside the District of Columbia	352,767.84
23 Insurance, Government contribution	233,565.08
24 Retirement, Government contribution	2,741,501.84
25 Contested election cases	2,000.00
26 Health benefits, Government contribution	272,833.49
27 Receptions for members of interparliamentary institutions	519.10
28 Members' transportation expense	546,007.19
29 Employees' transportation expenses	123,572.64
30 District telephone expenses	<u>226,691.74</u>
Total funds disbursed	<u>6,434,523.71</u>
UNEXPENDED BALANCE, JUNE 30, 1969	<u>\$1,558,476.29</u>

<sup>a</sup>\$8,000,000 appropriated under Public Law 90-417, July 23, 1968.

**APPENDIX**



Pat Jennings  
Clerk

Office of the Clerk  
U. S. House of Representatives  
Washington, D. C. 20515

June 4, 1969

Honorable Elmer B. Staats  
Comptroller General of the United States  
General Accounting Office  
Washington, D. C.

Dear Mr. Staats:

I would appreciate it if you would cause an audit to be made of the Finance Office of the House of Representatives, covering the period from July 1, 1968 to June 30, 1969.

Sincerely,

  
W. PAT JENNINGS, Clerk  
U. S. House of Representatives